

Request for Proposal

RFP NO: /SFCG/ABJ/226/5/32

Engagement of Consultant for the Upgrade and Development of Early Warning and Early Response Software for Benue, Nasarawa, Plateau, and Taraba States

June 9, 2026

Dear Sir / Madam,

Search for Common Ground (SEARCH) is an international non-profit organization that promotes peaceful resolution of conflict. With headquarters in Washington, DC and a European office in Brussels, Belgium, Search's mission is to transform how individuals, organizations, and governments deal with conflict - away from adversarial approaches and toward cooperative solutions. Search seeks to help conflicting parties understand their differences and act on their commonalities. With a total of approximately 600 staff worldwide, Search implements projects from 50 offices in 35 countries, including in Africa, Asia, Europe, the Middle East, and the United States. In Nigeria, Search has offices in Abuja, Jos, Maiduguri, Bauchi, Kaduna, Makurdi, Taraba, Port Harcourt, Bayelsa, Warri and Yola.

Search for Common Ground (SFCG) is seeking to engage an IT consultant/firm to conduct an assessment and analysis of the existing conflict monitoring and response mechanisms software (Conflict Early Warning and Early Response System - CEWERS) in Search for Common office in Abuja, with the aim of upgrading the software to create new interphases to accommodate extra locations for Benue, Nasarawa, Plateau and Taraba Dashboards or develop new software for these states. The objectives include assessing existing mechanisms, identifying gaps, defining requirements for the CEWERS software, The consultant is expected to develop a user-friendly interface, integrating Geographic Information System (GIS) and SMS capabilities and data visualization, designing a secure database architecture, developing a notification and alert system, conducting rigorous testing, and providing comprehensive documentation and training materials and capacity building of the staff on the use of the developed software. The deliverables include an assessment report, gap analysis report, and detailed requirements document for the CEWERS software.

If, at this time, your company cannot submit the proposal or for any reason does not wish to participate in the submitting of proposals, we kindly request that you notify Search for Common Ground in writing stating reasons for not participating.

Sincerely,



Onnu James Udolor
Director of Operations
Search for Common Ground
Nigeria

Instruction for Proposals

General

1. The Completed proposals must be submitted to Search for Common Ground addressed to the Procurement and Admin Manager via email at nigeria-procurement@sfcg.org or by hand to our Abuja office located at No 11, 6th Avenue Gwarinpa, Abuja not later than 5pm on June 29th, 2026. Submit all the information requested including all the necessary documents. Make sure that a person appointed and authorized by the company signs and stamps the proposal. Incomplete or unsigned proposals will not be taken into consideration.
2. In case you have any questions regarding this request for proposal, you must submit them to Search for Common Ground in written form via email at nigeria-procurement@sfcg.org with subject “RFP Inquiries – EWER Application Services” on or before 04:00pm on June 28th, 2026. If it is established that all bidders need more information in order to submit accurate proposals, in addition to the required information, it will be submitted to each of the companies in written form. All correspondence must be in writing, delivered by hand, or e-mail.
3. Only authorized personnel of Search for Common Ground are authorized to give explanations and additional instructions to the companies. Statements and explanations from any other persons are invalid. The authorized person for this procurement is the Procurement and Admin Manager.
4. The included specifications cover all the tasks that need to be performed in order to match the all required criteria; the company is obligated to clarify all the necessary technical definitions in order to give an accurate proposal.
5. Search for Common Ground shall pay the company as agreed in the service level agreement in **Naira**.
6. Please note that Service Provider is expected to pay all applicable taxes that may arise as a result of this Agreement including, but not limited to withholding tax, VAT and stamp duty.

Eligibility Criteria: Companies are required to meet the following criteria in order to qualify for bid submission.

1. Have a Certificate of Company Registration
2. Have a Company TIN

3. Have Clientele or company Profile to reflect relevant information e.g. Past experience and Clientele
4. Capable of submitting a Letter reflecting the following;
 - a. Introduction of your company representative written on your letter head (see content on page 4)
 - b. Acceptance of SEARCH payment terms
5. Be able to provide priced quotation on own letter head

Required experience: The company should;

1. Have at least 2 Years' experience providing same service (to an international NGO is a plus)
2. Be able to directly provide this service and not through a third party
3. Be financially capable to deliver on the job and be paid according to agreed terms as stated herein.

Submission requirements

1. All items listed under '**eligibility criteria**' mentioned above in this document
2. Quotation reflecting pricing and other relevant information regarding the items

Failure to submit all Documents

Search for Common Ground reserves the right to reject any proposals or to disqualify companies from this and future proposals for the any of the following:

1. Failure to submit all required documents
2. Submittal of incomplete or false documents
3. Updated resume of 2 senior member staff of the firm
4. 2 references of non-profit organizations who can verify the quality of the Firm's work.
5. Brief description of why the firm considers themselves as the most suitable for the assignment;
6. Financial Proposal: To assist Search in the comparison of financial proposals, the financial proposal shall include a breakdown of the daily fee for the tasks

Proposal Submission Date: All proposals must be received by 5pm on June 29th, 2026 at nigeria-procurement@sfcg.org. Late offers will be considered at the discretion of Search for Common Ground.

Section 2: Scope of Work

Search Nigeria therefore seeks the services of a firm/Consultant to develop an upgrade application to the customized Early Warning and Early Response Software that will respond to the multifaceted nature of the conflicts, their drivers and indicators. This consultancy is to engage a team of experts to work with Search to conduct a comprehensive assessment and analysis of the existing conflict monitoring and response software and come up with a robust interactive software that will meet the current trend and anticipate the future dynamics.

1. Develop a User-friendly Interface for Data Collection, Processing, and Visualization:

- Design and develop an intuitive and user-friendly interface for data collection, processing, and visualization within the CEWERS software.
- Ensure compatibility with various data sources and formats to facilitate seamless integration and interoperability.
- Incorporate interactive visualization tools and dashboards to enable users to explore and analyze conflict-related data effectively.
- Conduct predictive modeling and scenario analysis to anticipate potential conflict triggers and escalations.

2. Implement Advanced Algorithms for Predictive Analysis and Early Warning Signal Detection:

- Develop and implement advanced algorithms and machine learning techniques for predictive analysis and early warning signal detection.
- Utilize historical data and real-time information to train predictive models and algorithms for identifying patterns and trends indicative of potential conflicts.
- Continuously refine and optimize algorithms based on feedback and performance metrics to enhance accuracy and reliability.

3. Integrate GIS Capabilities for Spatial Analysis and Mapping of Conflict Hotspots:

- Integrate Geographic Information System (GIS) capabilities into the CEWERS software for spatial analysis and mapping of conflict hotspots.

- Utilize geospatial data to visualize the distribution and spatial patterns of conflicts, identify high-risk areas, and prioritize response efforts.

4. Integrate SMS Capabilities for Data Collection:

- Integrate Short Message Service (SMS) into the CEWERS software for the receipt of SMS alerts from EWER volunteers with the capacity of providing automatic compensation to the volunteers.
- Provide a spatial map for visualization of received SMS messages and the capability for the authentication of the messages.

5. Design a Secure Database Architecture for Storing, Managing and Visualizing of Conflict-related Data:

- Design and implement a secure and scalable database architecture for storing and managing conflict-related data within the CEWERS software.
- Implement robust data security measures, access controls, and encryption techniques to protect sensitive information from unauthorized access or tampering.
- Ensure data integrity, reliability, and availability through regular backups, disaster recovery plans, and data validation procedures.
- Ensure that the software has the capacity to conduct analysis of the current CEWER system and allow for easy extraction of conflict data.

6. Develop a Notification and Alert System for Stakeholders to Respond Promptly to Emerging Conflicts:

- Develop and integrate a notification and alert system within the CEWERS software to notify stakeholders about emerging conflicts or potential threats.
- Enable stakeholders to receive alerts via multiple channels, including email, SMS, mobile apps, and web portals, to facilitate rapid response and decision-making.

- Integrate administrative system for various stakeholders for these alerts and access to the database.

7. Conduct Rigorous Testing and Validation to Ensure the Accuracy and Reliability of the Software:

- Conduct comprehensive testing and validation of the CEWERS software to ensure functionality, performance, and reliability across different scenarios and use cases.
- Implement test cases, simulations, and real-world scenarios to validate the accuracy and effectiveness of predictive algorithms, data processing workflows, and user interfaces.
- Address any identified issues, bugs, or discrepancies through iterative testing, debugging, and optimization processes to ensure the software meets quality standards and user requirements.

8. Provide Comprehensive Documentation and Training Materials for System Users and Administrators:

- Develop comprehensive documentation, including user manuals, technical specifications, and system architecture guides, to support system users and administrators.
- Provide training materials, tutorials, and online resources to facilitate user onboarding, system deployment, and ongoing maintenance.
- Offer training sessions, workshops, and knowledge transfer sessions to ensure users have the necessary skills and knowledge to effectively utilize the CEWERS software for conflict early warning and response activities.

Service Level Agreement Award (estimated): Search will select the proposal that offers the best value based upon the evaluation criteria stated in this RFP.

Evaluation criteria:

Your Proposal shall be evaluated using the following criteria;

Evaluation Criteria	Evaluation Sub-criteria	Maximum Points
Technical capability and Past Performance		
	<p>Experience and Expertise: Demonstrated experience and expertise in data analysis and soft wares development in Nigeria.</p> <p>Methodology and Approach: Clarity and coherence of the proposed methodology and approach for conducting the assessment, including data collection methods, analysis techniques, and stakeholder engagement strategies. Alignment of the proposed methodology with best practices, international standards, and relevant frameworks for conflict early warning and response.</p> <p>Quality of Deliverables: Clarity, depth, and relevance of the proposed deliverables, including the assessment report, gap analysis report, and detailed requirements document for the CEWERS software. Robustness of the analysis, accuracy of the findings, and practicality of the recommendations for improving conflict monitoring and response mechanisms.</p> <p>Team Qualifications: Qualifications and expertise of the consulting team members, including their background, professional experience, and relevant technical skills. Diversity and complementarity of the team's skills and expertise, including expertise in data analysis, GIS, software development, and project management.</p> <p>Innovation and Added Value: Creativity, innovation, and added value proposed by the consulting firm or team in terms of methodologies,</p>	50 points

	<p>tools, technologies, or approaches for enhancing conflict monitoring and response mechanisms.</p> <p>Potential for long-term sustainability, scalability, and impact of the proposed recommendations and solutions on the organization's conflict management and peacebuilding effort</p>	
Delivery Timeline:		
	<p>Timeframe and Work Plan:</p> <p>Feasibility and realism of the proposed timeline and work plan for completing the assessment and delivering of the customized software within the designated time frame.</p> <p>Clarity and specificity of milestones, deliverables, and activities outlined in the work plan, as well as mechanisms for monitoring progress and addressing potential delays.</p>	10 points
Total Points – Management		10 points
References and Past Performance:		
	<p>Past Performance:</p> <p>Provide references and testimonials from previous clients or partners who have worked with the consulting firm or team on similar projects.</p> <p>Provide evidence of successful project management, stakeholder engagement, and delivery of high-quality outputs within agreed timelines and budgets.</p>	10 points
Total Points – Past Performance		10 points
Cost Proposal:		

Cost-effectiveness: Reasonableness and cost-effectiveness of the proposed budget in relation to the scope of work, deliverables, and expected outcomes of the consultancy. Justification of proposed costs and expenses, including personnel, travel, accommodations, equipment, and other project-related costs.	30 points
Total Points – Cost Proposal	30 points
Total Points	100 points

Deliverables:

1. Assessment Report Outlining Current Conflict Monitoring and Response Software:
 - This report will provide a comprehensive overview and analysis of Search current conflict monitoring and response software. It will detail the existing protocols, procedures, systems, and tools used for collecting, analyzing, and responding to conflicts in across the six geo political zones
2. Gap Analysis Report Highlighting Areas for Improvement:
 - This report will identify key gaps, challenges, and limitations in Search’s current conflict monitoring and response framework. It will assess the extent to which existing mechanisms meet the organization's needs and objectives for conflict early warning and response.
3. Detailed Requirements Document for the CEWERS Software:
 - This document will outline the functional and technical requirements for the development of the Conflict Early Warning and Early Response System (CEWERS) software. It will serve as a blueprint for designing, developing, and implementing the software solution to address the identified gaps and meet the organization's needs
 - The requirements document will include:
 - Specification of the desired features, capabilities, and functionalities of the CEWERS software, including data collection, analysis, visualization, and reporting tools.
 - Definition of user roles and permissions, data access controls, and security requirements to ensure the confidentiality, integrity, and availability of conflict related data.
 - Technical specifications, including hardware and software requirements, compatibility with existing systems and infrastructure, and scalability considerations.
 - User interface design guidelines, including layout, navigation, and usability requirements to ensure a user-friendly and intuitive experience for system users.

- Integration requirements for GIS capabilities, predictive analytics algorithms, notification and alert systems, and other external data sources and tools.
- Performance criteria, quality standards, and acceptance criteria for evaluating the functionality, reliability, and effectiveness of the CEWERS software.

4. Detailed Standard Operative System (SOP) of the Software.

- Submit an SOP on the operations of the software, management and maintenance and service plan for effective functioning and sustainability.

5. Software Improvement and Capacity Development.

- Provide hands-on technical support in deploying EWER software for a period of 2 months.
- Provide software maintenance
- Provide avenue for the addition of new features to the software
- Train the staff members in conducting software maintenance and troubleshooting.

6. Handover of the CEWER Software.

Upon successful completion of the CEWER application and receipt of satisfactory written feedback from Search for Common Ground (SFCG), the Developer shall transfer and deliver to SFCG, in its entirety, all rights, title, and interest in and to the CEWER application, including but not limited to:

- All backend systems, source code, and configuration files;
- Database schemas, credentials, and access details;
- Hosting environment details and deployment documentation;
- API keys, third-party service integrations, and related credentials; and
- Nny technical documentation pertaining to the application's architecture and operation.

Upon such handover, SFCG shall be recognized as the sole and rightful owner of the CEWER application and all associated assets. The Developer shall retain no proprietary claim over the application or any component thereof following the completion of the transfer.

For the avoidance of doubt, "satisfactory feedback" shall mean written confirmation from an authorize representative of SFCG that the application meets the agreed functional and quality requirements.

Qualifications

1. Experience in the development of early warning system software.

2. Technical Skills:

- Technical expertise in software development, including experience in designing and implementing user-friendly interfaces, databases, and notification systems.
- Proficiency in programming languages, frameworks, and platforms commonly used in software development, such as Python, Java, JavaScript, and relational databases (e.g., MySQL, PostgreSQL).

3. Communication and Stakeholder Engagement Skills:

- Excellent communication skills, both written and verbal, with the ability to convey complex concepts and findings clearly and effectively to diverse audiences.
- Experience in engaging with a wide range of stakeholders, including government agencies, civil society organizations, community leaders, and international partners, to gather input, build consensus, and foster collaboration.

4. Corporate profile and Certifications:

5. References and Past Performance:

- Positive references and testimonials from previous clients or partners attesting to the consultant's or consulting team's professionalism, expertise, and ability to deliver high-quality results on similar projects

Budget and Terms of Engagement

- All costs would be subject to national tax rates as required by law as it relates to the type of entity carrying out the consultancy services.
- A detailed budget should be provided, including daily rates for personnel, and costs related to the engagement deliverables. This budget should include all planned costs for the consultancy as no additional costs will be borne by Search

Logistics

- The consultant(s) will be responsible for organizing their own logistics for data collection, and this must be budgeted into the cost of implementing the assignment. In addition, Search will share the following elements with the external consultant: background materials including the project proposal.

Search for Common Ground has no obligation, either expressed or implied, to compensate for the work or expenses that come out of the offer preparation covered by companies.

Search for Common Ground reserves the right to request that companies prepare other information in addition to those requested. Additional information could include, but not limited to additional price data, clarification of clauses, additional documents needed to better verify company capacity or the validity of the company's offer.

Signing of Agreement

A consultancy agreement between Search for Common Ground and the Service Provider will be signed for specific time period and will be based on agreed terms & conditions. The official version of all the documents will be English.

Acts of Corruption

Any apparent collaboration between two or more participating companies in the preparation of their proposals, any apparent corruption, or attempt to bribe Search For Common Ground employees will immediately disqualify the respective company or companies not only from participation in this request for proposals but also from participation in all future requests for Search For Common Ground. Any employees known to have accepted bribes from any company will be subject to immediate termination by Search for Common Ground.

The consultant is required to respect the following Ethical Principles:

- **Comprehensive and systematic inquiry:** The Firm should make the most of the existing information and full range of stakeholders available at the time of the review. The Firm should conduct systematic, data-based inquiries. The Firm should communicate their methods and approaches accurately and in sufficient detail to allow others to understand, interpret and critique their work. He or she should make clear the limitations of the review and its results.
- **Competence:** The Firm should possess the abilities and skills and experience appropriate to undertake the tasks proposed and should practice within the limits of their professional training and competence.
- **Honesty and integrity:** The Firm should be transparent with the contractor/constituent about: any conflict of interest, any change made in the negotiated project plan and the reasons why those changes were made, any risk that certain procedures or activities produce misleading review information.
- **Respect for people:** The Firm respect the security, dignity and self-worth of respondents, program participants. The Firm has the responsibility to be sensitive to and respect differences amongst participants in culture, religion, gender, disability, age and ethnicity.

In addition, the Firm will respect SFCG's evaluations standards, to be found in SFCG's evaluation guidelines: <https://www.sfcg.org/wp-content/uploads/2014/07/SFCG-External-Evaluation-Guidelines-FINAL.pdf>

As a core value to help achieve our mission, Search embraces a culture of honesty, integrity, and ethical business practices and expects its business partners to do the same. Specifically, our procurement processes are fair and open and allow all vendors/consultants equal opportunity to win our business. We do not tolerate fraud or corruption, including kickbacks, bribes, undisclosed familial or close personal relationships between vendors and Search employees, or other unethical practices. If you experience or suspect unethical behavior by a Search employee, please contact the Country Director and Director of Finance via email (info@sfcg.org). Any vendor/consultant who attempts to engage, or engages, in corrupt practices will have their proposal disqualified and will not be solicited for future work



**Search for
Common Ground**

SIGNED and STAMPED By *Onnu James-Udolor*